

BOARD OF COUNTY COMMISSIONERS

DATE: September 24, 2015

AGENDA ITEM NO. 22

Consent Agenda ☐

Regular Agenda ☒

Public Hearing ☐

County Administrator's Signature:  B

Subject:

Approval of the Edward Byrne Memorial Justice Assistance Grant funding recommendations submitted by the Substance Abuse Advisory Board.

Department:

Justice and Consumer Services

Staff Member Responsible:

Michael Cooksey, Director

Recommended Action:

I RECOMMEND THE BOARD OF COUNTY COMMISSIONERS (BOARD) APPROVE AND ACCEPT THE FUNDING RECOMMENDATIONS SUBMITTED BY THE SUBSTANCE ABUSE ADVISORY BOARD (SAAB) FOR THE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG).

Summary Explanation/Background:

In accordance with the provisions of Rule 11D-9 of the Florida Administrative Code, the Florida Department of Law Enforcement (FDLE) has set aside \$259,908 in JAG funds for use by all units of government within Pinellas County. These funds can be used by local units of government to support a broad range of activities to prevent and control crime and to improve the criminal justice system. SAAB serves in an advisory capacity to the Board, recommending projects to be funded by JAG. On August 19, 2015, SAAB voted to recommend funds be distributed to ten (10) projects. A breakdown of these projects is attached.

Fiscal Impact/Cost/Revenue Summary:

The total amount of JAG funds awarded to the County from FDLE for Fiscal Year (FY) 2016 is \$259,908. Of the ten (10) recommended projects, two (2) will be administered by municipalities: the City of Clearwater and the City of Pinellas Park. FDLE will reimburse these agencies directly for their JAG projects leaving \$250,408 in JAG funds for projects administered by the County. FDLE will reimburse the County as expenditure reports are submitted. There is no match requirement and these recurring funds are included in the revenue and expense budgets for FY 2016.

Exhibits/Attachments Attached:

Contract Review Transmittal Slip
JAG Recommendation Sheet
SAAB August 19, 2015 Meeting Minutes
Certificate of Participation dated July 24, 2015
Award Letter dated July 16, 2015

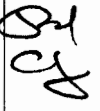
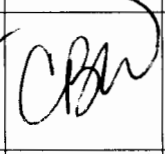
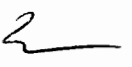
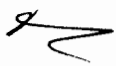

NON-PURCHASING CONTRACT REVIEW TRANSMITTAL SLIP**PROJECT:** Approval of SAAB Recommendations for JAG Funding**CONTRACT NO.:** N/A**ESTIMATED EXPENDITURE / REVENUE:** \$250,408

(Circle or underline appropriate choice above.)

In accordance with Contract Administration and its Review Process, the attached documents are submitted for your review and comment. Please complete this Non-Purchasing Contract Review Transmittal Slip below with your assessment, and **forward to the next Review Authority on the list, skipping any authority marked "N/A."** Indicate suggested changes by noting those in "Comments" column, or by revising, in RED, the appropriate section(s) of the document(s) to reflect the exact wording of the desired change(s).

OTHER SPECIFICS RELATING TO THE CONTRACT:

In accordance with the provisions of Rule 11D-9 of the Florida Administrative Code, the Florida Department of Law Enforcement (FDLE) has set aside \$259,908 in JAG funds for use by all units of government within Pinellas County. These funds can be used by local units of government to support a broad range of activities to prevent and control crime and to improve the criminal justice system. SAAB serves in an advisory capacity to the Board, recommending projects to be funded by JAG. On August 19, 2015, SAAB voted to recommend funds be distributed to ten (10) projects. A breakdown of these projects is attached.

REVIEW SEQUENCE	DATE	INITIAL/ SIGNATURE	COMMENTS (IF ANY)	COMMENTS REVIEWED & ADDRESSED OR INCORPORATED
Originator: Michael Cooksey, Director, Justice and Consumer Services	8/20/15			
Finance:** Cassandra Williams	N/A 8/24/15			
OMB:** Bill Berger	8/26/15		See attached.	
Risk Mgmt: Virginia Holscher	N/A			
Legal: Carl Brody	8/24/15			
Assistant County Administrator: John Bennett	8-29-15			

Please return to Justice and Consumer Services By September 1, 2015.
All inquiries should be made to Emily Fasnacht ext. 37437.

** See Contract Review Process

OMB Contract Review

Contract Name(s)	Approval of the Substance Abuse Advisory Board (SAAB) Recommendations for JAG Funding		
CATS#	47950	Contract #	n/a

Mark all Applicable Boxes:

Type of Contract							
CIP		Grant		Other	X	Revenue	
							Project

Contract information:

New Contract (Y/N)	Y	Original Contract Amount	\$259,908
Fund(s)	0001	Amount of Change	-0-
Cost Center(s)	311112	Contract Amount	\$259,908
Program(s)	1712	Amount Available	Total: \$259,908
Account(s)	5340001	Included in Applicable Budget? (Y/N)	Y – FY16 Budget
Project(s)	n/a		
Fiscal Year(s)	FY16	Required \$ Match (grants)	n/a

Description & Comments

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

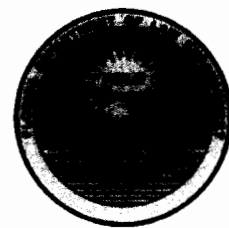
The Florida Department of Law Enforcement (FDLE) allocated \$259,908 in Justice Assistance Grant (JAG) funds for Pinellas County in FY16. The purpose of this Grant is to reduce crime and improve public safety by coordinating efforts such as, reducing gun violence, body-worn cameras and policies, indigent defense, and improving mental health services. The Substance Abuse Advisory Board (SAAB) has determined the final allocation and distribution of this grant amongst applicants as attached. These funds will be provided by JAG and administered by JCS to the various agency/organization.

The application for this funding has already been submitted (via CATS #47766) to participate in this program.

Upon execution, this grant will begin October 1, 2015, and end September 30, 2016. There are no match funds associated. Since JCS is only the administrator of these funds, FDLE will reimburse the County as expenditure reports are submitted by participating agencies.

Analyst: Fredricka Jones 08/25/2015

Ok to Sign: ☒



**EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT
RECOMMENDATION SHEET**

**FISCAL YEAR 2015-2016
AVAILABLE FUNDS: \$259,908**

Agency/Organization	Project Title	Award
<u>Pinellas County</u>		
Sheriff's Office	SPOT	\$90,000
Justice & Consumer Services	Planning Grant	\$25,991
Suncoast Center	Jail Diversion Expansion	\$40,000
Family Resources	CPIS	\$30,000
More Health	Firearm Safety	\$25,000
Westcare	Mustard Seed Inn	\$24,417
Alpha House	Child Abuse Prevention	\$ 5,000
PACE	Spirited Girls	\$10,000
<u>Individual Units of Government</u>		
Clearwater Police Department	Ruggedized Computer Equipment	\$ 4,500
Pinellas Park Police Department	Vehicle Mounted Tag Reader	\$ 5,000
Total		\$259,908



**Substance Abuse Advisory Board
Meeting Minutes
Criminal Justice Center
First Floor Conference Room
August 19, 2015**

Board Members or Alternates in Attendance:

Bernie McCabe, State's Attorney	Jeff Undestad, Largo Police Department
Debra Prewitt for Dr. Biddleman, JWB Pinellas	Sarah Doyle, St. Pete Police Department
Janet Skinner, Clearwater Police Department	Janet Mangan, Dept. of Corrections
Nancy Hamilton, Operation PAR	Adrienne Conwell, Dept. of Juvenile Justice
Andrea Whidden for Dr. Dharamraj, DOH	Lisa Savo, Pinellas County Schools
Mike Cooksey for John Bennett, Pinellas County	Mike Darroch for Chief Haworth, Pinellas Park PD

Participants in Attendance:

Terri Buckley, Family Resources	Kelly Dakoski, Juvenile Drug Court
Terri Balliet, GCJFCS	Sean King, Solutions
Alessio Perrone, ASAP	Mandy Hines, PEMHS
Joan M. Andrade, PEMHS	Laci Stokes, More Health
Jennifer Stracick, Alpha House	Anthony Monte, Clearwater Police Department
Christopher Wilkins, PCSO	Rod Bisson, PCSO
Tammy Hillier, Pinellas Park Police Department	Amanda Ellis, PERC
Carla Mattern, PACE	Shurrea Daniels, Kingdom Restoration
Susan Fraley, PCSO	Victoria Small, ASAP
Armand Boudreau, Treasure Island Police	Miriam Nordler, Boley Centers
Charles Skipper, PCSO	Jessica Hughey, PCSO
Richard Steiner, GCJFCS	Joel Morgan, PCSO
Lynda Wagner, Suncoast Center	James Dates, Westcare
Doug Linder, Police Athletic League	Nick Bridenback, Adult Drug Court
Emily Fasnacht, Pinellas County Government	

I. Welcome & Introductions:

Bernie McCabe called the meeting to order at 1:01 p.m. The Board members and attendees introduced themselves. The following new Board members and/or alternates were approved:

- Captain Kevin Riley – Pinellas Park Police Department
- Sarah Doyle – St. Petersburg Police Department

II. FY 2014 – 2015 JAG – Second and Third Quarter Reports

<u>Agency</u>	<u>Project</u>
Suncoast Center	Jail Diversion Expansion
Family Resources	Community Placement Intake Service
Alpha House of Pinellas	Child Abuse Prevention
More Health	Firearm Safety and Injury Protection
Westcare	Mustard Seed Inn
Pinellas County Sheriff's Office	SPOT Unit
PACE Center for Girls	Spirited Girls!
Indian Shores Police Department	Tasers

III. FY 2014 – 2015 Drug and Alcohol Abuse Trust Fund Reports

<u>Agency</u>	<u>Project</u>
PEMHS	Equipment & Training
ASAP	FADAA Conference
GCJFCS	Roof Replacement
AMI Kids	Sober not Sombre
Family Resources	Mattresses & Covers
Solutions	Computer Equipment & Software

Westcare
Boley Centers
Directions for Living
PERC

Kitchen Equipment
Flooring Replacement
Furniture
Tablet & Projectors

IV. Old Business

1. Adult Drug Court Quarterly Update
2. Juvenile Drug Court Quarterly Update
3. Operation Medicine Cabinet

V. New Business

1. SAAB Review Committee Funding Recommendations

FY 2015-2016 Alcohol and Drug Abuse Trust Fund Recommendations

Bernie McCabe read the Alcohol and Drug Abuse Trust Fund recommendations. The funding recommendations on behalf of the Review Committee for the Alcohol and Drug Abuse Trust Fund are as follows:

ASAP	Medical Supplies & Staff Training	\$ 1,000
Boley Centers	Koenig Center Computer Upgrade	\$ 5,000
Directions for Living	Family Works Technology	\$ 5,000
Family Resources	South Campus Security	\$ 8,000
Operation PAR	PAR Village Mattresses	\$ 2,800
PEMHS	FETC Computer System Upgrade	\$ 5,000
PERC	Classroom/Office Enhancement	\$ 5,200
Suncoast Center	FIT Treatment Training	\$ 7,000
Tampa Crossroads	Dining Room Remodel	\$ 7,000
Westcare	Emerge Program Mattresses	\$ 7,000
Total		\$53,000

Chief Undestad made a motion for approval. Janet Mangan seconded. All were in favor.

FY 2015-2016 Edward Byrne Memorial Justice Assistance Grant Recommendations

Bernie McCabe then read the Edward Byrne Memorial Justice Assistance Grant recommendations. The funding recommendations on behalf of the Review Committee for the Edward Byrne Memorial Justice Assistance Grants are as follows:

Sheriff's Office	SPOT	\$ 90,000
Justice & Consumer Services	Planning Grant	\$ 25,991
Suncoast Center	Jail Diversion Expansion	\$ 40,000
Family Resources	CPIS	\$ 30,000
More Health	Firearm Safety	\$ 25,000
Westcare	Mustard Seed Inn	\$ 24,417
Alpha House	Child Abuse Prevention	\$ 5,000
PACE	Spirited Girls	\$ 10,000
Clearwater Police Dept.	Ruggedized Computer Equipment	\$ 4,500
Pinellas Park Police Dept.	Vehicle Mounted Tag Reader	\$ 5,000
Total		\$259,908

Nancy Hamilton made a motion for approval. Lisa Savo seconded. All were in favor.

2. Amendment to SAAB Bylaws

Bernie announced that after a thorough review of the rules governing the SAAB, it was discovered that quarterly meetings are not mandatory. For this reason, the Chair requests the bylaws be amended to state meetings will take place bi-annually rather than quarterly.

Chief Undestad made a motion for approval. Nancy Hamilton seconded. All were in favor.

VI. Roundtable:

Emily Fasnacht announced that future JAG and Trust Fund announcements, applications, and reviews will take place earlier in the year allowing more time for applicants and reviewers. More information will be coming soon, so be aware of your emails. Bernie added that funding continues to decrease for JAG and to keep that in mind when applying for new programming.

VII. Adjournment:

The meeting was adjourned at 1:36 p.m.

Meeting minutes respectfully submitted by Emily Fasnacht, Pinellas County Justice and Consumer Services.

CERTIFICATE OF PARTICIPATION

Edward Byrne Memorial Justice Assistance Grant (JAG) Program

Date: 7/24/15

Ms. Petrina T. Herring
Administrator
Office of Criminal Justice Grants
Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, Florida 32308

Dear Ms. Herring:

This is to inform you that the Board of County Commissioners Accepts X Declines the invitation to serve as the coordinating unit of government in the Florida Department of Law Enforcement's Edward Byrne Memorial Justice Assistance Grant (JAG) Program.

For purposes of coordinating the preparation of our application(s) for grant funds with the Office of Criminal Justice Grants, we have designated the following person:

Name: Michael Cooksey
Title: Director
E-mail: mcooksey@pinellascounty.org
Agency: Pinellas County Justice and Consumer Services
Address: 631 Chestnut St
City: Clearwater Zip: 33756
Telephone: 727-453-7441 County: Pinellas

Sincerely,


Chair, Board of County Commissioners

Rule Reference 11D-9.006 OCJG-024 (Rev. June 2012)

APPROVED AS TO FORM
OFFICE OF COUNTY ATTORNEY
By Michelle Wallace
Attorney



Florida Department of
Law Enforcement

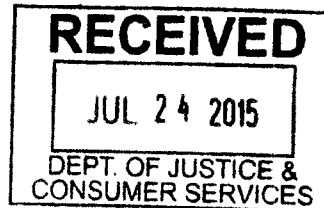
Richard L. Swearingen
Commissioner

Business Support
Office of Criminal Justice Grants
Post Office Box 1489
Tallahassee, FL 32302-1489
(850) 617-1250
www.fdle.state.fl.us

Rick Scott, *Governor*
Pam Bondi, *Attorney General*
Jeff Atwater, *Chief Financial Officer*
Adam Putnam, *Commissioner of Agriculture*

July 16, 2015

The Honorable Karen Seel
Chairperson, Pinellas County
Board of Commissioners
315 Court Street
Clearwater, FL 33756



Re: Federal Fiscal Year (FFY) 2015 Edward Byrne Memorial Justice Assistance Grant (JAG) Program –
JAG Countywide – State Solicitation

Dear Chairperson Seel:

The Florida Department of Law Enforcement (FDLE) anticipates an award from the United States Department of Justice for FFY 2015 JAG funds. FDLE will distribute these funds in accordance with the JAG Countywide distribution provisions of Chapter 11D-9, Florida Administrative Code.

FDLE has set aside \$259,908 funds for use by all units of government within Pinellas County. Enclosed are the following documents to assist your county with the strategic planning and allocation process.

JAG-Countywide Program Announcement & Application Instructions
JAG-Countywide Project Timeline
JAG-Countywide Application Checklist
Certificate of Participation

The enclosed Program Announcement provides an overview of these funds which can be used by local units of government to support a broad range of activities to prevent and control crime and to improve the criminal justice system. Please note the Program Announcement includes information from the U.S. Department of Justice relating several areas of national focus and its priorities to help maximize the effectiveness of the Byrne/JAG funding.

The Application Instructions provide an overview of requirements for submitting the JAG-Countywide request for funding through FDLE's on-line grant management system (SIMON). JAG-Countywide documents are also located online at
<http://www.fdle.state.fl.us/content/Grants/JAGC2016.aspx>

As a condition of participation in this program, the units of government in each county must reach a consensus concerning the expenditure of these funds. This consensus must include the projects to be implemented as well as the agency responsible for such implementation. Developing such consensus will require someone to exercise leadership and assume a coordinating role in the development of applications for these funds. This coordinator will also serve as a liaison between the awarding agency and the subrecipient(s) to ensure all reports, documentation, and timelines are being submitted as per the requirements of the agreement.

FDLE recommends the Board of County Commissioners assume this responsibility. In the event the county declines to serve in this capacity, the Department will request the governing body of each municipality in the county, in descending order of population, to serve as the coordinating unit of government.

The Honorable Karen SeeI
July 16 2015
Page Two

The enclosed Certificate of Participation form requests the identification of an individual coordinator. We will send this individual further information regarding the application process in FDLE's online grant management system.

The information provided for this year's award process is similar to those provided in previous years, but contain substantial revision based on new state and federal requirements for subawards involving federal grant funds. Please review all information and ensure the designated County Coordinator forwards all relevant program and application information to applicable JAG Project Directors within your county.

Please complete the enclosed Certificate of Participation and return it as soon as possible to the mailing address below:

Florida Department of Law Enforcement
Office of Criminal Justice Grants
Attention: Petrina T. Herring
2331 Phillips Road
Tallahassee, Florida 32308

FDLE does not discriminate, and prohibits subrecipients from discriminating, on the basis of race, color, religion, national origin, sex, disability, or age in the delivery of services or benefits or in employment

We look forward to working with you. Please contact me or the JAG supervisor Randall Smyth at (850) 617-1250 with any questions or for further assistance regarding the JAG Program

Sincerely,

Petrina T. Herring
Bureau Chief

PTH/ps

Enclosure

cc: Mayors in Pinellas County
Law Enforcement Agencies in Pinellas County
Current JAG Project Directors in Pinellas County